MID-ATLANTIC REGIONAL ARCHIVES CONFERENCE

# MID-ATLANTIC ARCHIVIST

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## 20th Anniversary Celebration

With the Spring Meeting of the Mid-Atlantic Regional Archives Conference, to be held in Pittsburgh Pennsylvania, our archival organization celebrates its 20th anniversary. This special section of the *maa* takes a look at some of that history. Upcoming issues of the *maa* will continue to investigate our history and the factors that have made us one of the outstanding regional archival organizations.

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On June 23, 1972, a meeting organized by Mary Boccaccio, Frank Evans, and Elsie Freivogel was held in the Katherine Anne Porter Room of McKeldin Library of the University of Maryland, College Park. It attracted thirty-three archivists; the agenda was the possible formation of what eventually became MARAC — the Mid-Atlantic Regional Archives Conference. By the end of calendar year 1972 this fledgling organization had held its first semiannual meeting in Wilmington, Delaware, attracting one hundred and fifty archivists and manuscript curators who paid a modest registration fee of $6.00. Also during 1972, MARAC published the first issue of the *mid-atlantic archivist* (*maa*) and enjoyed a healthy first-year budget of nearly two thousand dollars.

Within three years the Conference had held six meetings in five different states throughout the mid-Atlantic region - from Newark, New Jersey to Charlottesville, Virginia. What were the factors that led to the successful development of this regional organization? By all accounts it was at least partially the result of a perception held by many that the Society of American Archivists was not adequately addressing the needs of less-experienced professionals, staff from small repositories, and archival issues below the national level. Certainly the opportunity to discuss regional archival developments and to meet local colleagues proved attractive. MARAC demonstrated its desire to develop programs and services on its own, rejecting any official affiliation with the SAA and returning a $100.-- "seed money" stipend that had been contributed by the SAA to MARAC. It sought to attract members from the states of New York, New Jersey, Pennsylvania, Maryland, Virginia, Delaware, West Virginia, and the District of Columbia.

The initial purposes of the group were to plan practical action-oriented conferences and workshops and to seek additional means of increasing professional competence, preserving local historical resources and promoting cooperation with colleagues in related fields. Semi-annual meetings have continued to be a major focus of MARAC's activities from 1972 to the present. These meetings have offered a wide range of workshops and tours designed to appeal to a broad cross-section of the membership — from beginning archivists to experienced professionals and staff from both small and large repositories. The sessions have increased in size and the MARAC meetings have evolved into a single theme concept such as the Fall

*(Continued on P. 5)*

*"Early Conference scene"*

# From The Chair

## A Time to Dance, and a Time to Mourn

MARAC's twentieth anniversary this spring gives me pause to appreciate the many blessings the conference has enjoyed over two eventful decades, and at the same time to lament some of the changes forced upon us by this increasingly complicated and litigious world.

At the twenty-year mark we fast approach the time when some of our new members will have been born in the year of MARAC's founding, and I can look at the way we have grown — in strength of numbers and in the breadth of content and quality of our programs — with a certain satisfaction and a deep sense of gratitude to those who have served and who are still serving the organization so well. Those joining MARAC in the 1990s owe much to the founding mothers and fathers who, beginning in Wilmington in 1972, gave shape to a fledgling regional association devoted to the preservation and use of archival and historical research materials, the advancement of the profession, and the promotion of public awareness and interest in archives.

On the eve of our fortieth semi-annual meeting, new MARAC members might easily assume that the organization was always on a sound financial footing, and that we have always had a broad range of educational workshops and thought-provoking papers on archival issues at conferences, the popular *mid-atlantic archivist* newsletter and useful technical leaflet series, and the innovative educational and outreach programs sponsored by several state caucuses.

Truth is, it took years and the dedicated toil of scores of members to get where we are. Only quite recently has MARAC achieved a measure of financial stability, with resources sufficient to consider establishing an endowment. Only during the past few years have we achieved the structural soundness to develop a broad program of technical workshops and other educational and training opportunities geared to the needs of members with different levels of experience and knowledge, as well as nonmembers. The variety and quality of MARAC's publications did not happen overnight, either. I look forward to recognizing in Pittsburgh that long line of officers, standing committee members, and forty stalwart program and local arrangements committees that brought us here. They have given us reason to dance.

There is also cause to mourn. Partly victims of our own success - partly victims of an hysterical age that perceives exposure to legal and insurance liabilities at every turn and under every stone - we have had to choose between the comfortable informality of some popular, traditional practices and the need to insure our members, officers and assets against lawsuits.

As you will read in the Steering Committee meeting summary elsewhere in this issue, we have had to prohibit MARAC from serving wine, beer or other alcoholic beverages at semi-annual meetings, receptions and hospitality, and other conference-sponsored programs. Without taking this step we would be unable to obtain liability insurance to protect our local arrangements committees and the dedicated people who serve on them, as well as MARAC's officers and treasury. Of course it is the prudent thing to do, nevertheless, I was numbed with disappointment that our litigious society has brought us to this. We shall work creatively to ensure that MARAC meetings provide less bibulous opportunities for casual conversation and social intercourse.

A toast to MARAC's first twenty years. A toast to our next twenty. See you in Pittsburgh. Prosit!

— *Karl J. Niederer*

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## *"CRADLE"*

Leonard Rapport is a MARAC legend in his own time. Retired from the National Archives, Leonard was one of the original members of MARAC. In addition to his early and continuing contributions, in the past twenty years he has only missed three meetings. That's three out of forty! If you have attended MARAC meetings you have probably met Leonard, at committee meetings, conference sessions or maybe at the hospitality suites. Leonard is well known for taking about MARAC and the archival profession, way into the night.

It would be easy to continue discussing Leonard's many contributions to MARAC and the archival profession. However, as cited in the previous *maa*, this story centers around the journeys of the "cradle."

The cradle is just that, a baby's cradle. At a cost of 30 dollars, Leonard's wife purchased the cradle for the 1954 birth of the Rapport's second child. The cradle itself is a fairly large one, dating back to the Civil War. Its light wood is made of birdseye maple, the dark wood of mahogany. A pretty structure, it was designed to be functional as well as to show off the new child.

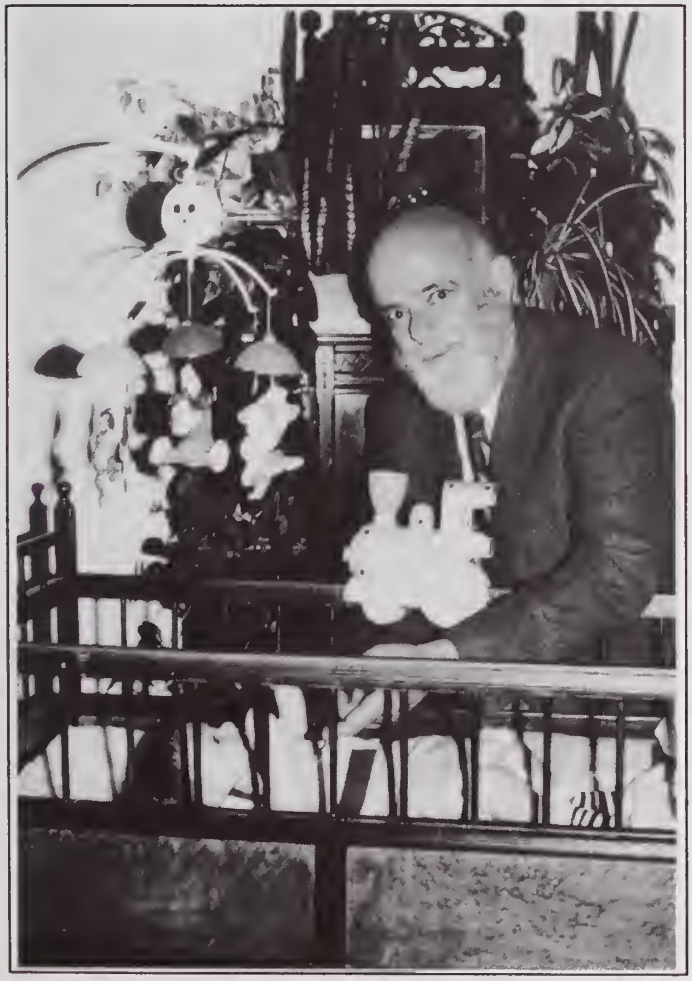
Nine months after Leonard's son was born, a co-worker's daughter came into the world and the odyssey of the archives cradle began. With the birth of Loretta Flynn, the cradle was loaned for the first time. Interestingly enough, when Loretta Flynn's child was born the cradle was then delivered to Maine. As it happened, the cradle arrived at ten in the morning and the baby arrived at eight that night. The cradle often arrived in the nick of time. When it was used by Susan Davis, an active member of MARAC, Leonard and his daughter delivered the cradle to New York in his Desoto. They arrived just two hours after Susan returned from the hospital.

The cradle has been used primarily by individuals in the archival profession. It has been in every MARAC state except West Virginia, Pennsylvania and New Jersey. There have been many repeat users. Frank Burke's niece used the cradle for three sons. After she finished with it for the third time, she told Leonard that he would not need to return with the cradle. Most recently the cradle was used by Max Yella's first child.

Leonard states that there have been over 50 children to use the cradle for their first year of life. Leonard has only one requirement for borrowing the cradle. The parents must provide him with a photograph of the child in the cradle. When I interviewed Leonard he showed me some of his collection of baby photos. Leonard has been so proud of the young users of the cradle that he invited all of the cradle babies to his 70th birthday party as his only guests.

The cradle is currently available for use. Leonard did say that MARAC members should plan the birth of their children around MARAC meetings. If the cradle was available, this would make it easier for him to deliver the cradle to them.

*This article was composed from an interview with Leonard Rapport.*



*"Leonard Rapport and a "cradle child" 1981."*

# THE ARLINE CUSTER AWARD, 1976 - 1991: A RETROSPECTIVE

Note from the author, Rod Ross (immediate past chair of the Custer Committee): Today's article is the first of a two-part feature. The *maa*'s next issue will include a list of past award winners. To date I've been unable to determine winners for 1980, 1981, and 1986. Anyone who can fill in these blanks, please phone me at 202-501-5350 or write me at the National Archives (NNLR, Washington, DC 20408).

At the October 1976 business meeting in Harrisburg the MARAC membership voted to establish a $100 annual award in memory of Arline Kern Custer (1909-1975). Custer was the third editor of the National Union Catalog of Manuscript Collections (1963-1975), but "was probably the one who put it firmly on the map" — to quote her husband Benjamin A. Custer (and former fellow employee at the Library of Congress). A native of Billings, Oklahoma, with degrees from the University of California, Custer served as a librarian for the Office of Strategic Services and as a cataloguer for the State Department. It was she who indexed the three-volume Lincoln Sesquicentennial Commission publication, *Lincoln Day By Day*. In the 1940's while working as head librarian of the Detroit Institute of Arts she helped found and served as archivist of the Archives of American Art.

Writing a biography of Arline Custer would be a relatively easy challenge as compared with describing the zigs and zags the award has taken over the past 14 years.

The award's original purpose was to recognize outstanding manuscripts on archival subjects by MARAC members. No prize was given for 1977 because there were no submissions. Ditto for 1978. At its February 1978 meeting the MARAC Steering Committee concurred with Leonard Rapport's recommendation that the award be used to upgrade the quality of presentations at MARAC meetings, but it turned down the suggestion that the accompanying cash prize be increased to $300. At the September 1978 Steering Committee meeting Arthur Breton noted on behalf of the Custer Committee that ads were to be placed in future issues of the *maa* soliciting publishable manuscripts, and in fact the first ad appeared in the newsletter that next month. At the Spring 1979 MARAC meeting in Norfolk Barbara Hearn announced that the first Custer award would go to Richard Cox for his unpublished University of Maryland M.A. thesis, "Archival Development in Maryland, 1634-1934."

In the early 1980's the Custer Committee redefined guidelines for prize awards. At its August 1981 meeting the Steering Committee concurred with the recommendation of Custer Chair Fred Miller that the prize be used to honor quality published works, rather than potentially publishable articles or monographs. The first publication so honored — the Custer award presented in 1982 — went to Leonard Rapport for "No Grandfather Clause: Reappraising Accessioned Records." In 1983 it went to Roland Baumann for his editorship of *A Manual of Archival Techniques*.

That all was not well regarding the Custer Award was evident from the spirited Steering Committee discussion reported in the Summer 1983 issue of the *maa*. Nonetheless, awards were made on schedule in 1984 (co-awards to Roland Baumann for "Samuel Hazard: Editor and Archivist for the Keystone State" and to Virginia Purdy for "Archivaphobia: Its Causes and Cure") and in 1985 (to Jacqueline Goggin for "'That We Shall Truly Deserve the Title of Profession': The Training and Education of Archivists, 1930-1960").

At the 1987 Charleston meeting Custer Chair Fynnette Eaton reported that of the nine submissions — for what had by this time become a Fall annual award — the committee had selected as winner

*Arline Custer, 1959*

# THE ARLINE CUSTER AWARD, 1976 - 1991: A RETROSPECTIVE

*(Continued from P. 4)*

Frederick Stielow's *The Management of Oral History Sound Archives*. For 1988 the Custer Committee gave the award to the New York State Archives for *Our Memory at Risk: Preserving New York's Unique Research Resources*.

At its February 1989 meeting the Steering Committee opened the prize to individuals and institutions in the states which comprised the MARAC region, regardless of whether an individual was a MARAC member. The Steering Committee also authorized a second prize category, with each award worth $100.

Elaboration of the Steering Committee action could be found in the "Call for Submissions" ad which appeared in the *maa* Spring 1989 issue. Of the two award categories, the first was for articles and monographs; the second was for handbooks, reports, manuals, guidebooks and other publications that addressed archival issues (except for finding aids which were to be sent to the Finding Aids Award Committee). To be eligible for consideration, a publication had to appear between July 1, 1988 and June 30, 1989. Winners for the two 1989 categories were James Gregory Bradsher for *Managing Archives and Archival Institutions* and the New York State Archives for *Strengthening New York's Historical Records Program: A Self-Study Guide*.

For the 1990 awards the Committee selected David Bearman's *Archival Methods* for the articles and monographs category, but chose not to name a winner for the second category. For the 1991 awards the Committee more than compensated by naming Arva Michelson's "Expert Systems Technology and its Implications for Archives" as the winner for the articles and monographs category, and two co-winners for the other category: the New York State Archives for *Archives & You: The Benefits of Historical Records* and Kenneth W. Rose for his editorship of *The Availability of Foundation Records: A Guide for Researchers*.

1991 marked the first time in three years that the Custer Committee held a face-to-face meeting. The committee recommended the elimination of separate award categories. Instead, the committee proposed one all-inclusive category, with two $100 cash prizes. In addition, the committee made clear that the purpose of the award was "to recognize creativity in fostering improved understanding of archival concerns both inside and outside the profession." In January 1992 an Ad Hoc Committee to Review Criteria for MARAC Awards clarified the eligibility question by recommending that the Custer Award be open to all MARAC members, as well as to individuals or institutions in the states comprising MARAC. To eliminate another area of confusion, the Ad Hoc Committee recommended that "guides" be dropped from the types of publications on archival subjects eligible for the Custer Award (i.e., scholarly monographs, articles, handbooks, reports, and manuals).

## 20th Anniversary

*(Continued from P. 1)*

1990 meeting on "Automation in Archives", or the upcoming Pittsburgh meeting on "Archival Education."

MARAC members have developed a vigorous publications program which has continued into the 1990's. Publishing of the *mid-atlantic archivists* (*maa*) has become a quarterly event with issues having grown from four pages in 1972 to the present twenty-plus page format. Technical leaflets providing guidance on processing issues and administrative decisions have been issued by the organization, some in conjunction with the *maa*. Membership directories have been regularly compiled and occasional papers issued.

The governing structure of MARAC now consists of an elected Steering Committee and four standing committees. Two other groups administer MARACs awards. To help with the administrative aspects of the organization, the post of Administrator was established.

On the local level, each of the seven states and the District of Columbia has its own caucus which serves as a forum for discussion of archival issues and needs relating to that geographical area, promoting the exchange of information, and sponsoring conferences, workshops, and other special programs.

MARAC is taking an increasing leadership role in expressing its concern on archival issues of national interest such as providing financial support for outside programs and voicing concern or praise for national and regional archival issues. However, the Conference continues to meet the particular needs and interests of its membership in the mid-Atlantic region, and thanks to the hard work of members during the first twenty years, it is well prepared to meet the archival challenges of the 1990's and beyond.

# EARLY MARAC MEMORIES

by Mary Boccaccio

MARAC began one afternoon at the University of Maryland during what turned out to be hurricane Agnes. About 15-20 people from the 7 state area came, though as the storm worsened, those working in DC were called away, one by one to flooded basements. Flights were canceled, so a couple of people stayed overnight with me.

Arthur Breton was the first treasurer and he used to tell the story that when he went down to his bank to open a checking account for the $30-$40.00 in dues ($2.00/each), the teller misread his writing of our name as the "Mid Atlantic Regional Anarchists Conference." She had never heard of archivists, but anarchists were in the news.

The first meeting was in Wilmington, Delaware. We stayed at a lovely, non-convention hotel and had our meetings down the next block at the Presbyterian church where one of our members was a member. The women of the church made lunch for us. None of us knew anything about how much to charge for anything so we either charged $2.00 or $3.00 for lunch. The lunches were wonderful and when the meeting was all over, we had lunch money left over so we gave the extra to the church women. Apparently they had half a stained glass dedicated and I did hear that the money we gave them enabled them to finish it. I believe they put our name on the smaller portion of the glass.

That was a good meeting, too. Lots of people, say around 50-75, and lots of action. Elsie Freivogel and I knew that we were supposed to get a room in the hotel for members to sit and visit and talk and eat chips and drink coke, so we talked the hotel into one. They weren't going to charge us for it and, in fact, we forgot to use it. So when they did charge us, we explained and didn't have to pay.

That meeting was a riot. We even had people off the street coming in to sit in on sessions and see what was going on. One woman even paid her $2.00 and joined. I don't think she had the foggiest idea what was going on, but she enjoyed the people.

The next meeting was something else. It was in Baltimore which was a good location. Elsie and I scoured the area looking for a hotel and settled on Baltimore. Little did we know that the place we picked would go through 3 different sets of management before the meeting took place, so we had to negotiate 3 different times. The last time, Don and I went up and settled with the current management. This was a much smaller hotel so we were only able to get fairly small meeting rooms, sometimes a small suite. When going around the first morning of the meeting to put a sign on our meeting rooms, one of the doors was locked. There was a maid in the hall to unlock the room for me and what a surprise. The hotel had rented the room for the night and there was still an occupant fast asleep. They did find us another room promptly.

Baltimore also was the home of Obrycki's Seafood House. A group of us went out for dinner one night and decided to feast on their specialty - pepper crab. It was a wonderful, but funny experience. The next morning you could tell which people ate the pepper crab. We all had beet red faces.

For some of the early years, I was Secretary and then also became editor while Don took some time off to finish his PhD. Then we had state reps and a person-at-large from each area. The state representatives had 2 jobs.

One was to scout out new members and the other was to mail the newsletters. We would get *maa* printed in Virginia and then I would send the appropriate number of copies to each state representative. I guess it was old school time. I would always write a letter to each representative saying I was enclosing their newsletters and I remember Frances Seeber always used to send a thank you letter.

## MEMORIES

Since its founding in 1972, MARAC has held 39 semi-annual meetings at 28 different locations throughout the mid-atlantic region. Our 40th meeting, marking MARAC's 20th Anniversary, will be held May 7-9 in Pittsburgh, Pennsylvania. Our anniversary celebration will include a variety of activities. The 20th Anniversary Committee invites you to participate in the fun by selecting some of the "Best" of MARAC's semi-annual meetings.

The "Best" of MARAC Semi-Annual Meetings

1. Best Location _____
2. Best New Hotel _____
3. Best Old Hotel _____
4. Best Tour _____
5. Best Welcoming Dignitary _____
6. Best Reception _____
7. Best MARAC Business Breakfast _____
8. Best Luncheon _____
9. Best Hospitality Suite _____
10. Best Hospitality Suite Story _____

_____

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_____

11. Favorite MARAC Semi-Annual Meeting Story _____

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Please copy, complete and return to Jodi Koste, Special Collections and Archives, Tompkins-McCaw Library, MCV Box 582, Richmond, Virginia 23298-0582 by May 4, 1992.

If possible please FAX the completed form to Jodi Koste at 804 786-2260 or BITNET at JKOSTE@VCUVAX.

# State & Local News

## *DELAWARE*

### ARCHIVES OF THE DIOCESE OF WILMINGTON

The Genealogical Society of Utah has completed microfilming the parish baptismal and marriage records from 1790-1960. the marriage records are immediately available for research and access is unrestricted for baptismal records older than 72 years.

★★

### HAGLEY MUSEUM AND LIBRARY

Opening May 1, 1992, an exhibition titled "Works: photographs of enterprise" will feature contemporary photographs of industrial sites in the area. The photography is by Hagley staff photographer Martin Kane and the sites include Luken Steel in Coatesville, Pa., the SEPTA yard in Philadelphia, WaWa Dairies and the Boeing Plant at the old Baldwin Locomotive site.

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### BUREAU OF ARCHIVES AND RECORDS MANAGEMENT

The research room in the Delaware Hall of Records will reopen on May 15, 1992, after having been closed for renovations to the facility. These renovations will make the Hall of Records more accessible for handicapped users.

### HISTORICAL SOCIETY OF DELAWARE

The HSD has purchased a $3\frac{1}{2}$ story building across the street from its current site on the Market Street Mall in Wilmington. The building will become part of the Society's complex of historic properties on the Mall which include Old Town Hall Museum, the Research Library and Willington Square. At the time it was built in 1940, by the F.W. Woolworth Company, the building was the third largest Woolworth dime store in America. The HSD plans to restore the building and adapt it for exhibits, programming, and collection storage.

Constance Cooper of the Historical Society of Delaware has written two books for Cedar Tree Press of Wilmington. Distributed by Cedar Tree as Christmas gifts, the beautifully printed and bound books focus on topics in local history.

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### HENRY FRANCIS DU PONT WINTERTHUR MUSEUM LIBRARY

The Department of Education recently designated Winterthur Library as a major research library.

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### JEWISH HISTORICAL SOCIETY OF DELAWARE

The JHSD has recently received a collection of 35 Minute Books Membership Ledgers and Cash Books from the Adas Kodesch Shel Emeth Congregation in Wilmington. Many of these books date to 1895 and are the oldest existing record of the organized Jewish Community in Delaware. The Adas Kodesch Shel Emeth Congregation was formed in 1957 by the merger of Adas Kodesch Congregation, the oldest existing congregation in the state (founded 1885), and the Chesed Shel Emeth Congregation (founded 1901). JHSD archivist Julian H. Preisler stresses that these books, of which many are written in Yiddish, will provide a clearer look into the life of the early Jewish community in Delaware.

## *PENNSYLVANIA*

Following the completion of an eighteen month asbestos removal and renovation project in February 1992, staff members of the Pennsylvania Historical and Museum Commission's Bureau of Archives and History moved back to their offices in the State Archives building. The Search Room reopened on March 3, and the hours are Tuesday thru Friday, 8:30 a.m. to 4:45 p.m.

*NEW YORK*

**NEW YORK ARCHIVES WEEK 1992**

The Coordinating Committee for New York Archives Week 1992 has gotten underway. Co-Chairs Leonora Gidlund and Janet Linde are eager to round out the Coordinating Committee and recruit Section Heads, committee members and volunteers to offer ideas and suggestions. If you are interested in participating in this annual event call Leonora Gidlund at (212) 566-1787 or Janet Linde at (212) 228-2320.

★★

**ARRANGEMENT AND DESCRIPTION GUIDELINES PUBLISHED**

SARA has published *Guidelines for Arrangement and Description of Archives and Manuscripts: A Manual of Historical Records Programs in New York State*. The manual provides archivists, librarians, local government officials, and staff of repositories with basic instructions on arrangement and description practices. It was prepared by Kathleen D. Roe, Coordinator of Statewide Historical Records Programs, and reflects her many years of experience in archival arrangement and description and her statewide and national leadership in development of standards for the systematic description of historical records.

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**WESTERN NEW YORK LIBRARY RESOURCES COUNCIL OFFERS WORKSHOPS**

*Managing Maps and Architectural Drawings in Small Archives*

Date/Time: Monday, April 27, 1992; 9:30 a.m. to 3:30 p.m.

Place: Buffalo & Erie County Historical Society
25 Nottingham Court
Buffalo, New York 14216
(716) 873-9844

Fee: 7.00/person

Registration by April 20th

**WESTERN NEW YORK DOCUMENTARY HERITAGE PROGRAM PRESENTATION**

*Management of Modern Design and Construction Records*

Date: Tuesday, April 28, 1992; 9:30 a.m. to 12:30 p.m.

Place: Buffalo & Erie County Historical Society
25 Nottingham Court
Buffalo, New York 14216
(716) 873-9844

Registration by April 20th

Modern Construction records are difficult to manage because of their large volume, highly technical nature, and long-term legal and administrative values. This session, taking into account the normal design and construction process, will examine related issues and problems, including establishing retention and disposition schedules; developing effective filing and retrieval systems; and use of contemporary information technologies in the management of modern architectural design and construction records.

*NEW YORK*

*Managing Archival Collections in Small Museums, an Introduction*

Date: Saturday, May 2, 1992; 9:30 a.m. to 3:00 p.m.

Place: Holland Land Office Museum
131 W. Main Street,
Batavia
Buffalo, New York 14216
(716) 873-1184

Fee: 20.00/person

Registration by April 24th

★★

**SARA RECEIVES MARAC AWARD**

"Archives and You: The Benefits of Historical Records," a booklet published by SARA, is co-winner of the 1991 Arline Custer Memorial Award of the Mid-Atlantic Regional Archives Conference (MARAC). The award recognizes published writings that appeal not only to the archival community, but to the general public as well. The 12-page booklet was commended for "using quality design and straightforward writing," and for being "living testimony that successful works need not be lengthy." For a copy of this booklet, contact SARA, Room 10A46 Cultural Education Center, Albany, NY 12230.

# State & Local News

### *MARYLAND*

The University of Maryland College Park will not reorganize its College of Library and Information Science. A public hearing was held last November by UMCP's Academic Planning Advisory Committee, which heard testimony from students, faculty, alumni, and others. The committee also received letters opposing reorganization or closure from MARAC. On November 20, University Provost J. Robert Dorfman decided that the College of Library and Information Science should remain intact as a college.

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Baltimore History Month: The Baltimore History Network has designated May 1992 as Baltimore History Month. Baltimore region institutions will be sponsoring over 30 events, lectures, and exhibits that highlight Baltimore's recorded heritage. For further information and/or a copy of the schedule of events, contact: Gerry Yeager, Harford County Community College, (410) 879-8920.

★★

The University of Maryland College Park has obtained a copy of Dennis Grifith's rare 1794 map of Maryland. The map shows each Maryland county and Baltimore City as well as the sites for 180 mills, 92 taverns, 11 iron forges, nine iron furnaces, a number of houses of worship, the homes of prominent individuals, and roads. The map was added to UMCP's Marylandia Collection located in the Hornbake Library. The Maryland State Law Library and the Maryland Historical Society are the only other public institutions that possess a copy.

### *WEST VIRGINIA*

Beginning April 1, 1992, new telephone exchanges will be in effect for the West Virginia Capitol Complex. All numbers currently beginning with a 348 will switch to 558. As of this time, the last four digits will remain the same. Thus, the telephone number for the State Archives will become (304) 558-0220 and the fax number (304) 558-2779.

★★

The West Virginia State Historical Records Advisory Board is continuing work on the NHPRC-funded grant for the state records assessment project. Half of the regional meetings have been held and the remainder will conclude this spring for historical repositories and libraries, state, county and municipal government offices. Another effort will then be made to contact those who have not responded so as to have the most complete set of information available. For additional information, contact Fredrick Armstrong, Debra Basham or Richard Fauss at the State Archives, (304) 558-0220.

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## CALENDAR

*April 25: Baltimore, MD.* American Association of Museums Conference. Contact: AAM, P.O. Box 33399, Washington, DC 20053.

*May 1: St. Louis, MO.* "Management Strategies for Disaster Preparedness," institute offered by the Association for Library Collections and Technical Services (ALCTS), for people responsible for planning and implementing disaster plans in their libraries. Contact: Yvonne McLean, ALCTS, 560 East Huron Street, Chicago, IL 60611.

*May 7-9: Pittsburgh, PA.* "Pushing Out Long New Lines: Educating Archivists for the 21st Century," Mid-Atlantic Regional Archives Conference Spring Meeting. Contact: Richard J. Cox, School of Library & Information Science, University of Pittsburgh, Pittsburgh, PA 15260.

*May 15: Hartford, CT.* "The Care and Conservation of Oversized Paper Artifacts", a Workshop sponsored by the Northeast Document Conservation Center and the Connecticut State Library. Enrollment limited; contact: Gay Tracy, NEDCC, 100 Brickstone Square, Andover, MA 01810

*May 29-31: Ottawa, Canada.* International Institute for Conservation - Canadian Group 18th Annual Conference.

*June 1-8: Buffalo, NY.* American Institute for Conservation Annual Conference. Contact: AIC, 1400 16th Street, NW, Suite 340, Washington, DC 20036.

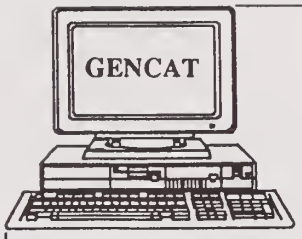
*August 10-14: Mt. Carroll, IL.* Disaster Mitigation Conference and Workshop. Disaster mitigation and response specialists and museum administrators from the midwest will gather for an intensive series of lectures and group sessions designed to provide incentives and resources for the development of a regional disaster response network. The Conference will be followed by a 3-day workshop for 10 people to develop disaster plans for their institutions. Contact: Campbell Center for Historic Preservation Studies, 203 East Seminary, P.O. Box 66, Mt. Carroll, IL 61853.

*September 6-11: Montreal, Canada.* "Impact of the Information Age on Archival Work," 12th International Council on Archives Conference. Contact: Claude Minotto, Executive Director, 1945 Mullins Road, Montreal, PQ H3K 1N9, Canada.

*September 13-17: Montreal, Canada.* Society of American Archivists Annual Conference. Contact: SAA, 600 South Federal Street, Suite 504, Chicago, IL 60605.

*September 16-19: Miami, FL.* "Mission, Money and Moxie: Survival of the Fittest," American Association for State and Local History Annual Conference. Contact: AASLH, 172 Second Avenue North, Suite 202, Nashville, TN 37201.

*September 19-27: Quebec, Canada.* ICOM '92, 16th General Conference of the International Council of Museums. Contact: ICOM '92, 60 ru Marche-Champlain, Quebec G1K 8R1, Canada.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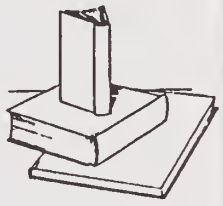

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# NEWS NOTES

## REFERENCE MATERIALS AWARDS

The National Endowment for the Humanities Reference Materials Program supports projects to prepare reference works that will improve access to information and resources. Support is available for the creation of dictionaries, historical or linguistic atlases, encyclopedias, concordances, reference grammars, data bases, text bases, and other projects that will provide essential scholarly tools for the advancement of research or for general reference purposes. Grants also may support projects that will assist scholars and researchers to locate information about humanities documentation. Such projects result in scholarly guides that allow researchers to determine the usefulness or relevance of specific materials for their work. Eligible for support are such projects as bibliographies, bibliographic data bases, catalogues raisonnés, other descriptive catalogues, indexes, union lists, and other guides to materials in the humanities. In both areas, support is also available for projects that address important issues related to the design or accessibility of reference works. The application deadline is September 1, 1992 for projects beginning after July 1, 1993. For more information, write to: Reference Materials, Room 318, NEH, Washington, D.C. 20506.

## NEW ENGLAND ARCHIVISTS 19TH ANNUAL MEETING STONEHILL COLLAGE NORTH EASTON, MASSACHUSETTS APRIL 24 AND 25, 1992

The annual meeting of New England Archivists (NEA) will be held April 24 and 25 at Stonehill College in North Easton, Massachusetts. Workshops held on Friday, April 24, will focus on records management appraisal issues and on the proper storage and preservation of non-paper material in an archive.

The program for Saturday, April 25, will include sessions on historic structures and landscapes, users of historical resources, collaborative projects between museums and archives, space planning, and tax law changes relating to manuscript donations. There will also be a tour of local historic sites and displays on the life of Congressman Joseph W. Martin, whose papers are stored at Stonehill College.

A Saturday luncheon will feature two speakers. Meeting participants will be welcomed by Rev. Robert J. Druse, C.S.C., executive vice president of Stonehill College. The keynote address will be given by Donn Neal, congressional liaison officer for the National Archives in Washington, D.C., and former executive director of the Society of American Archivists.

Members of NEA should have received registration materials in the mail by the middle of March. For more information contact Louise Kenneally, College Archives, Stonehill College, North Easton, MA 02357, tel.: (508) 230-1396.

★★

Old Sturbridge Village, an outdoor living history museum in Sturbridge, Massachusetts, announces its second annual Research Fellowship to be awarded to a scholar working in the social history and material culture of rural New England from 1790 to 1850. The project need not be limited to rural New England nor to this period, but must relate significantly to the Village's time and place. The fellowship is for a 6- to 12-week period (prefer spring and fall semester) with a stipend of $2,500.

For application information please contact Dr. John Worrell, Director of Research and Collections, Old Sturbridge Village, 1 Old Sturbridge Village Road, Sturbridge, MA 01566. Tel.: (508) 347-3362, ext. 302. Application deadline: July 1, 1992.

★★

## SPRING MEETING OF MIDWEST ARCHIVES CONFERENCE TO INCLUDE TWENTIETH ANNIVERSARY CELEBRATION

The Midwest Archives Conference (MAC) will celebrate its 20th anniversary at its annual spring meeting in Chicago, Illinois at the Bismark Hotel from May 19-21, 1991. This meeting will provide a full slate of sessions and workshops of interest to archivists and those in allied professions.

Membership in MAC is not required to attend the conference. Pre-registration packets will be mailed in late February with a pre-registration deadline of April 17, 1992. For registration information contact Becky Haglund Tousey, Kraft General Foods Archives, 6350 Kirk Street, Morton Grove, IL 60053 or call (708) 998-2981.

### NATIONAL ARCHIVES OFFERS RESEARCH COURSE

"Going to the Source: An Introduction to Research in Archives," the National Archives' four-day course on how to do research in primary sources, will be given May 19-22, 1992, at the National Archives in Washington, DC.

The lecture/workshop, now in its 15th year, is designed to fit the research needs of the professional researcher, social scientist, publisher, journalist, dramatist, novelist or other writer, public policy analyst, historian, museum or exhibits curator, teacher research librarian, or a vocationist. Local historians and genealogists with advanced experience in using primary sources will also find the course useful.

Sessions will deal with locating and gaining access to primary sources in archives and manuscript collections, the printed aids available to researchers that describe the records, and the process of conducting research in archival institutions, including the National Archives.

Workshop will provide experience with documents, microfilms and finding aids. The schedule is arranged to provide at least one afternoon of independent research.

Enrollment is limited to 30 persons. The cost, including all materials, is $85. To register or for general information, write or call Paula Nassen Poulos, Exhibits and Educational Programs Division (NEE), Office of Public Programs, National Archives, Washington, DC 20408. Tel.: (202) 219-2316.

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# PEOPLE

**Ms. Susan Hamburger**, Archivist and Head of the Description Section of the Virginia State Library and Archives, Richmond, Virginia, recently was accepted as a member of the Academy of Certified Archivists. Ms. Hamburger is a graduate of Florida State University and Rutgers University, and has served as Archivist at the Virginia State Library and Archives for three years.

**Janet Linde** has left her position as Regional Archivist for the METRO Region of the New York State Document Heritage Program to become Project Archivist at the American Institute of Physics Center for the History of Physics.

**Mary R. Bell** and **Patricia M. Virgil** have been inducted into the Academy of Certified Archivists. Mary Bell (the Director of Library and Archives), and Pat Virgil (the Assistant Librarian) are at the Buffalo and Erie County Historical Society.

**R. Kent Stuetz** and **Brenda Parnes** have joined SARA's Local Government Records Bureau as Regional Advisory Officers. Stuetz, formerly with Pennsylvania's Historical and Museum Commission, heads the Utica regional office, and Parnes, formerly with the Fordham University Archives and Robert F. Wagner Labor Archives, heads the New York City regional office. **Geoffrey Huth** is the new Senior Public Records Analyst in the Bureau's Grants Administration Unit. Huth's previous position was as records management coordinator with a regional educational cooperative. **Morgan J. Barclay** left his position as archivist at East Carolina University to become head of the Bureau's Public and Educational Resources Unit.

*(Continued on P. 21)*

# EMPLOYMENT

**As a service to the MARAC membership the *Mid-Atlantic Archivists* publishes announcements about professional opportunities for archivists. The *maa* reserves the right to decline or edit announcements that include discriminatory statements inconsistent with principles of intellectual freedom or the provisions of the Civil Rights Act of 1964 and its subsequent amendments.**

**There is not a fee for publishing job opportunities; however, announcements from the MARAC region will be given priority. "The deadlines for the *maa* are December 1st, March 1st, June 1st and September 1st. Because the *maa* is delivered via bulk rate, exact delivery dates cannot be guaranteed.**

**It is assumed that all employers comply with Equal Opportunity/Affirmative Action regulations.**

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## CONSULTANT ARCHIVIST

19 month project commencing immediately. Grant-funded for organizing records of major local Jewish community. Full-charge professional with minimum of two years experience. To arrange collections and prepare finding aids. Computer literate. Supervise volunteers. MLS or Certification from the Academy of Certified Archivists. $40,000 for 19 month project. Send resume and three references to Jewish Historical Society of MetroWest, 60 Glenwood Avenue, East Orange, NJ 07017.

## ARCHIVIST POSITIONS AT THE NEW YORK STATE ARCHIVES AND RECORDS ADMINISTRATION:

The State Archives and Records Administration has available several professional vacancies for service in a dynamic, innovative, growing organization which administers records management and archival programs and provides services to 80 State agencies and 4,000 local governments. Some positions are with the External Programs Division, involving work with local governments. Some are in the State Government Records Division and involve work with State agencies. All positions are located in Albany, NY unless otherwise indicated.

### DIVISION OF EXTERNAL PROGRAMS:

*Archival Advisory Unit*:

**Associate Archivist/Unit Head**: Administers the unit, develops and implements plans, documentation strategies, policies, procedures, programs, guidelines, training and publications to assist local governments with the administration and preservation/conservation of their archival and vital records, presents workshops on archival topics to local government officials. Reviews and assists with the development of records retention and disposition schedules.

**Senior Archivist** (Three positions/Albany, Rochester, New York City): Helps develop plans, policies, procedures, programs, guidelines, training and publications. Makes site visits to local governments and provides consultation on issues of administration of archival records. Presents workshops on archival topics for local government officials.

*Public and Educational Programs Unit*:

**Senior Archivist**: Facilitates the educational use of local government archival records, helps develop written materials and provides advice for teachers and local officials on the use of these records, develops videos, teleconferences, and other means of reaching local officials with information and training on local government records management, and serves as liaison for Community Colleges in training programs for local government officials.

### DIVISION OF STATE GOVERNMENT RECORDS:

*Appraisal and Analysts Unit*:

**Senior Archivist**: Serves as a liaison for 8-12 State agencies and conducts records analysis and appraisal, conducts research on the history and functions of State agencies, assists agencies with inventories and scheduling of records, and provides advice and technical assistance to State agencies on improvements in record keeping systems that promote access, preservation, and use of archival records. May also assist with education and training programs for agency staff.

*Center For Electronic Records*:

**Senior Archivist**: Helps to develop SARA's program for archival administration of electronic records, appraises electronic records for long-term value and assists with programs for accessioning, description, preservation, user services. Also carries out background research and monitors trends in one or more of the following areas: automated access and retrieval systems, software, storage media, office automation, Geographic Information Systems, networks, or related technologies.

### MINIMUM QUALIFICATIONS:

*Associate Archivist*:

Master's degree in history, government, economics, public administration, political science, American studies or library and information science AND at least four years of experience in one of the following areas: (A) archival

appraisal, arrangement and description or preservation; (B) providing reference services in an organization whose primary focus is archival services; or (C) providing educational programs or technical assistance in the administration of archival records. At least two of the four years must have included supervising archives staff or managing an archival program.

***Senior Archivist:***
Either a Bachelor's degree in any of the fields listed above, including or supplemented by 15 semester credit hours in history, nine of which must have been in American History, or a Master's degree in any of the fields listed above AND at least three years of experience in one or more of the areas listed above.

**SALARIES:**

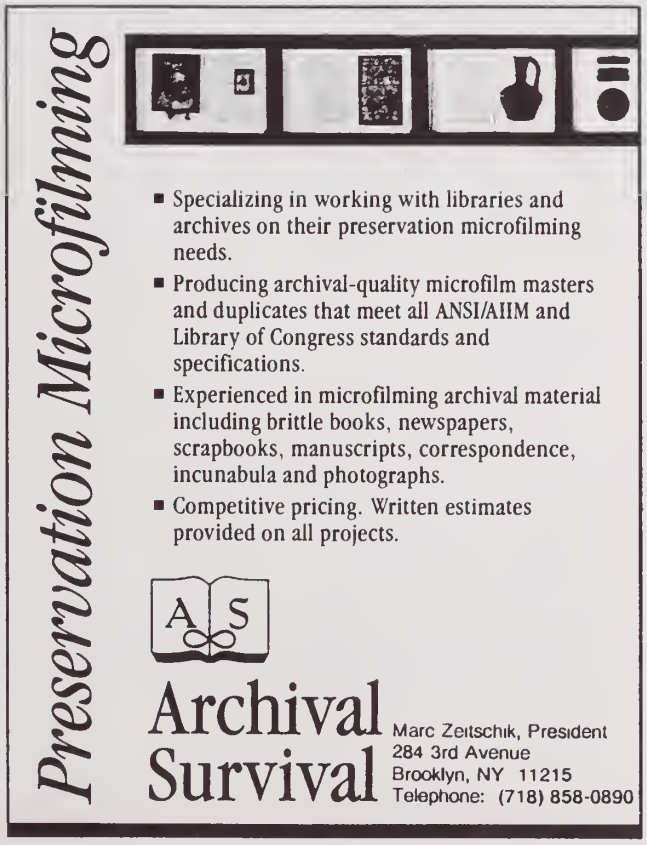
Current starting salary is as follows: **Associate Archivist**: $39,855. **Senior Archivist**: $30,655. There is a location pay differential for New York City ($701). Employees are also entitled to New York State health, retirement, and other benefits.

**FOR MORE INFORMATION:**

For information on how to apply and a detailed position announcement contact:

New York State Archives and Records Administration
Assistant Commissioner's Office
Room 10B45, Cultural Education Center
Albany, NY 12230

Review of applications will begin immediately with an anticipated closing date of June 1, 1992. All appointments will be provisional pending successful completion of a Civil Service Examination.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## EMPLOYMENT

### REGIONAL ARCHIVISTS

Multitype library system serving New York City and Westchester County seeks a dynamic and dedicated archives administrator to head its Historical Records and Archives program, funded under New York State's Documentary Heritage Program.

**Responsibilities include**: provision of technical assistance to repositories in the METRO Region, developing, implementing and evaluating continuing education workshops, working with the Advisory Council, committees and the historical records and library community in the development and carrying out of cooperative programs, resource sharing activities, advocacy, and outreach. Preparation of annual and long range plans, budges, and reports. Close working relationship with the New York State Archives.

**Requirements**: Candidates must have a MLS or a masters degree in an appropriate subject and archives training. At least three years of relevant archives management and administrative experience. Must have knowledge of automation techniques and good communications skills, both written and verbal.

Position is available now contingent on 1992/92 funding. Contact Alar Kruus, METRO, 57 East 11th Street, Fourth Floor, New York, New York 10003. (212) 228-2320.

★★

# EMPLOYMENT

**ARCHIVIST TO COORDINATE REFERENCE AND PROCESSING**
Library and Archives Division
Historical Society of Western Pennsylvania
Pittsburgh, PA

The Historical Society of Western Pennsylvania is seeking a highly qualified archivist to coordinate and participate in archival accessioning, processing, and cataloging. This one of 6 professional positions in the division.

**Responsibilities**: Processing, cataloging, and reference services for archives in a growing research center. Coordinate day-to-day operation of the Archives in the absence of the Deputy Director, assist in establishment and implementation of archives policy and project, and supervise staff. This is a specialized collection of books and manuscripts on the history of Western Pennsylvania with 35,000 books, 250 serials, 2,000 linear feet of manuscripts, 75,000 photographs, and 500 maps. The Library and Archives now shares a 15,000 square foot building with the Museum Division and will move to a 160,000 square foot state-of-the-art facility in 1995. This position reports to the Deputy Director for Library and Archives.

**Qualifications**: An MLS or Master's Degree in history or related description, successful management experience with MARC AMC format and OCLC.

**Salary**: High 20s + good benefits. Please identify application with SAA. Send a cover letter of application with resume and names, addresses and phone numbers of three references to Dr. Carolyn Schumacher, Deputy Director for Library and Archives, Historical Society of Western Pennsylvania, 4338 Bigelow Boulevard, Pittsburgh, PA 15213. (412) 681-5533.

## LETTERS TO MARAC

December 20, 1991

Karl J. Niederer
Chair
Mid-Atlantic Regional Archives
Conference

Dear Mr. Niederer:

Thank you for contacting me about the recent budget reductions and the Colorado State Archives. I appreciate your concern.

It's important for you to know that there are no plans to close the archives. As part of our need to cut back on state expenses, the archives will charge fees to cover the cost of information retrieval.

Making this and other reductions has been one of the most unpleasant tasks I have had to perform as Governor. Reductions in each program hurts. However, unlike the federal government, Colorado is constitutionally required to balance its budget.

Our budget deficit for the current fiscal year was projected to be $101 million before the reductions, which became effective on November 1, 1991. To lessen the impact of the budget problem, I had asked the General Assembly to support a package of limited program reductions, to increase cigarette taxes and to reduce vendor fees for sales tax collection. The Legislature failed to endorse this package or to offer an alternative to balance the budget. Therefore, I had no choice but to follow through and make the necessary reductions.

These are difficult times that demand difficult decisions. I hope we are not forced to repeat this process of budget reductions in the coming fiscal year.

Sincerely,

Roy Romer
Governor

## EMPLOYMENT

### RECORDS ANALYST

The New York City Department of Records and Information Services is accepting applications for the position of records analyst. The position consists of inventorying records and creating records retention schedules.

**Requirements**: Bachelor's Degree in Records Management, Archives, Library Science or a related information field; and at least one year of experience; plus good communication skills. NYC residency required.

**Salary**: $26,435 annually and good benefits. Send resume to: Stephin Krehley, Chief, Records Analysis Unit, Dept. of Records & Information Services, 31 Chambers Street, Rm. 107, New York, NY 10007.

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## EMPLOYMENT

### PROJECT ARCHIVIST

for the Jewish Archives of Western Pennsylvania, of the Historical Society of Western Pennsylvania. The mission of the Jewish Archives, now in its third year, is to collect, preserve, and provide access to materials relating to the history of Western Pennsylvania Jewish communities.

**Responsibilities**: The Archivist for the Jewish Archives reports to the Director of Library and Archives. Primary responsibility for arrangement and description of archival materials and participates in reference services and cataloging duties. Participates in the appraisal of prospective collections in collaboration with the Director of Library and Archives and the Division Collection Development Committee. The incumbent also works with the Community Advisory Committee.

**Qualifications**: An MLS from an accredited Library School or a related degree with training and experience in archival procedures and processing, cataloging in MARC AMC format and OCLC. Knowledge of Jewish culture and religious practices essential. Ability to speak in public. Foreign languages helpful, as well as supervisory experience or experience managing volunteers.

**Benefits**: Salary $18,000-$20,000 with excellent benefits. Applications will be considered immediately and will continue to be accepted until position is filled.

Send cover letter, resume, and 3 references to Dr. Carolyn Schumacher, Deputy Director for Library and Archives, Historical Society of Western Pennsylvania, 4338 Bigelow Boulevard, Pittsburgh, PA 15213. (412) 681-5533.

*(Continued on P. 23)*

## PRESERVATION NEWS

As the new year begins, I review the preservation literature of the past year, reflect upon trends and directions in the field and prepare the reading list for my course on the preservation of library and archival materials offered during the Spring Term at the School of Communication, Information and Library Studies at Rutgers University. It seems appropriate in this column to discuss several articles that address concerns of particular interest to archivists. Some of the articles have been cited previously in this column; I will attempt to put them in a larger perspective in this brief bibliographic review.

"The Future of Conservation," an unsigned essay in *Conservation*, 6:1, Fall, the newsletter of the Getty Conservation Institute, offers an articulate discussion of the challenges that face the conservation community, which includes those who are responsible for the preservation of our documentary heritage. The essay briefly reviews the conditions that characterize the present environment for conservation and discusses how the broader issues of resource allocation, politics, and public awareness will shape the future for those working in conservation. Nancy Sahli describes the critical role of the archivist in the preservation of the historical record and the difficulties presented by non-print media in her editorial essay, "Archival Preservation: A Current Perspective," *Perspectives* (American Historical Association), 29:2, 22.

Two major publications on environmental control appeared during the course of the year. The New York State Program for the Conservation and Preservation of Research Library Materials offers a packet on Environmental Controls which includes the 88 page booklet, *Conservation Environment: Guidelines for Libraries and Archives*, by William P. Lull. This impressive document discusses environmental concerns and the monitoring of collections. It offers practical advice and low-cost and/or interim practical measures that can improve a building's environment. *Guide to Environmental Protection of Collections*, (Madison CT: Sound View Press) by Barbara Applebaum, a paintings conservator with considerable experience in collections assessment, provides detailed information on protection of collections that include all media. Bill Lull's pamphlet belongs in every archival repository; the environmental packet is available from the New York State Library for $10. Although Barbara Applebaum's book is $60, it, too, belongs in a repository with collections of any size. The Association of Higher Education Facilities Officers, with the support of the Commission on Preservation and Access, sponsored a seminar for librarians, archivists, and physical plant engineers to address our environmental concerns; these papers have been published by the Association. They document an early attempt to bring critical personnel together to address issues or collection protection. Similar workshops have already been offered in the Northeast; the need to establish a continuing dialogue between archivists and physical plant engineers is essential.

Lois Densky-Wolfe describes one state's approach to the problem of preservation and access in "CAPES: The New Jersey Experience," *Conservation Administration News*, No. 47, 4-5. The Caucus Archival Project Evaluation Service offered by the MARAC-New Jersey Caucus and the New Jersey Historical Commission is a model outreach program, developed to preserve the state's collections and to make them available to its citizenry.

Mass deacidification has been much on the minds of librarians and archivists this year as the Library of Congress undertook its testing program of three different processes: Akzo, Lithco, and Wei T'o. The results of the testing, undertaken by the Institute of Paper Science and Technology, Atlanta, *Physical Properties of Library Books Deacidified*, are available in 4 fat volumes from the Library of Congress. For those of us who cannot wade through the chemistry, Ellen McCrady has carefully analyzed the results: "Three Deacidification Methods Compared," *Abbey Newsletter*, 15:8, 121-122. Robert S. Wedinger describes "The FMC Mass Preservation System" (Lithco): *Restaurator*, 12:1, 1-17. It should be of considerable interest to archivists to realize that while these systems were originally developed to address the nation's brittle book problem, they are far more effective in the treatment of archival collections of papers. This should be a topic of further investigation in 1992.

More states are passing regulations that require official documents of permanent value to be published on permanent and durable paper. Ellen McCrady discusses "The Nature of Lignin," in *Alkaline Paper Advocate*, 4:4, 33-34. She provides a clear description of what lignin is and how it can interact with other materials in the composition of paper. Because of the possibility of such reactions, it appears to be best to remove as much lignin as possible from paper pulp for permanent and durable papers, although calcium carbonate fillers may effectively halt the destructive qualities of lignin for a period of time. The lack of clarity about the role that calcium carbonate plays leads to some concern about the ANSI standard for permanent/durable paper. R. C. Howard provides an excellent review of

recycling in "The Effects of Recycling on Paper Quality," *Paper Technology*, April, 20-25. The article contains 57 references.

The *ALA Target Packet for Use in Preservation Microfilming*, compiled by Debra McHern and Sherry Byrne (American Library Association) contains definitions and descriptions of all kinds of targets that are needed for microfilming including simple target sequences, instructions for their use, model forms, and actual targets that are ready for use. Myron B. Chase, "Preservation Microfiche: A Matter of Standards," *Library Resources and Technical Services*, 35:2, 186-190. discusses the standards that are necessary to ensure the permanence of reformatted preservation copies and describes the standards available for microfiche. He notes that standards for preservation microfiche are presently being developed by librarians, archivists, and representatives from corporate and other concerned organizations and urges that all of us become involved in that process.

Two brief articles in *Conservation Administration News*, No. 47, address issues that will require far more attention from archivists in the years to come. Robert DeCandido looks at the matter of insurance coverage and liability for vendors of preservation-related services in his "Out of the Question" column, pages 16-17, 19. Frederick J. Stielow, "Biting the WORM: Theory and Tales of Electronic Media Preservation," page 10, offers some basic words of wisdom for purchasing electronic media, noting why electronic media is not preservation media. This note developed from discussion of his paper presented at the MARAC meeting in Wilmington; we can expect more on the subject from him. John B. Kuiper describes efforts to preserve the documentary heritage of film and video and the role of film archivists: "Preserving Our Moving Image Heritage: A conspiracy of Facts," *Conservation Administration News*, No. 44, 4-5, 29-30.

Maralyn Jones offers a review of the preservation literature of the past decade in "More than Ten Years After: Identity and Direction in Library Preservation," *Library Resources and Technical Services*, 35:3, 294-306, commenting on the primary issues of the period including preservation in original format and reformatting; conservation treatments; pest management; causes of paper deterioration, deacidification and paper strengthening; preservation education; preservation management; and national initiatives. Jan Merrill-Oldham, Carolyn Clark Morrow and Mark Roosa provide outlines for the components and management of a preservation program in *Preservation Program Models: A Study Project and Report*, undertaken for the Association of Research Libraries, 54 pages. Its flow charts and information can be of help in planning a program.

Ellen McCrady's very personal article, "History of the Abbey Publications," *Library Resources and Technical Services*, 35:1, 104-108, describes how one woman's initiative and effort has developed into a full-time advocacy publication and research program. We owe a great deal to Ellen for setting much of the preservation agenda for the past decade and for the decade to come. Abbey Publications is now a not-for-profit organization ready and able to address archival needs and to speak out on behalf of archivists and librarians.

*— by Susan G. Swartzburg*

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## CURRENT READING

*Art Documentation*, 10:4 (Winter 1991), has several articles devoted to theft and security. Like archivists, art librarians, who preside over collections that have significantly increased in value over the past decade, were thoroughly jarred by the Blumberg case and are beginning to address the issues of risk management, access and security,and recovery.

★★

The newly formed National Cooperative Preservation Project (NCPP) plans to produce timely pamphlets on topics of interest and concern by reprinting significant material and, later, through the production and publication of pamphlets that address many of our concerns. Much of the "gray" literature in preservation, although readily available, is of limited or no value. The first publication in the NCPP "Preservation Basics" series is a reprint of "Preservation of Scrapbooks and Albums" by Barbara Zucker, originally published in Illinois in 1985. It is available free of charge from regional conservation centers, including the Conservation Center for Art and Historic Artifacts in Philadelphia, the Northeast Document Conservation Center, and the Library of Congress National Preservation Program Office. Get a copy of this very useful leaflet, and get on the mailing list.

★★

Chespesiuk, Ron. "Cambodian Libraries in Crisis: The Cornell University Library Preserves a Heritage," *Wilson Library Bulletin*, 66:5 (Jan. 1992), 30-33.
Describes the condition of materials in the Cambodian National Library and the National Archives and the efforts of John Dean and colleagues from Cornell to train staff to preserve them.

*(Continued on P. 23)*

## MARAC MEETING

**AND JUST AROUND THE CORNER....**

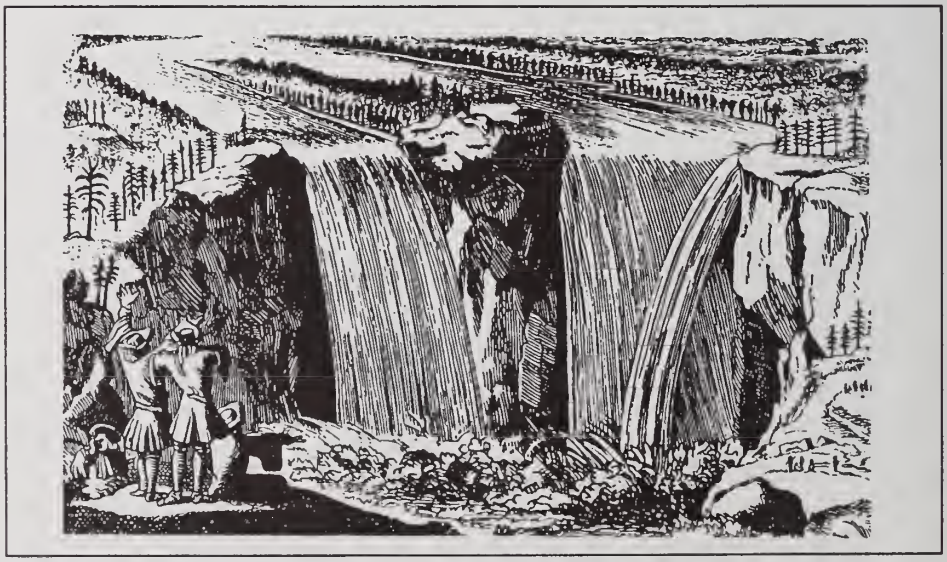
Even though the leaves may not yet be budding on trees, it's time to begin thinking of October, when those leaves will be changing color! More precisely, it's never too early to begin planning to attend the Fall 1992 MARAC Meeting in Buffalo, New York.

The theme of the Buffalo meeting is "Public Outreach." For the archival profession, the ability to communicate information about resources and services is a very vital function, affecting almost all aspects of our work: developing automated systems for tracking and disseminating data; preserving materials and preparing them for displays, exhibits, and other public programs; publishing materials that describe holdings; lobbying government and non-government agencies for program support, and so on. These are all issues that archivists need to address in dealing effectively with the broadest range of audiences possible.

In addition to the exciting array of sessions designed for the not-so-faint of heart, you can enjoy the scenic (not snowy!) autumn landscape of the Western New York region during your visit. Opportunities for historic downtown walking tours, sampling an endless variety of ethnic cuisine, a trip to Niagara Falls, or a visit to Toronto, evening entertainment in Buffalo's Theatre District are among the activities you can enjoy.

A highlight of the meeting will be our traditional Friday reception. The event is being hosted in the historic Ellicott Square Building. Designed in the Italian Renaissance style of architecture by Daniel Burnham, the Ellicott Square Building was started in 1896, the same year that architect Louis Sullivan began work on the Prudential Building (still standing), and at the same time Buffalo received its first power from Niagara Falls. For some time afterward, the Ellicott Square Building remained the largest office building in the world.

Our message to you echoes that of Burnham when he was retained to design the Ellicott Square Building: "Make no little plans - They have no magic to stir men's blood."



*The first view of Niagara Falls, engraved by J. van Vienen and published in the 1697 Dutch edition of Hennepin's* ***Nouvelle Decouverte****, is known as the Hennepin view and is distinctive because of the flat appearance of the Falls. (Courtesy of the Buffalo & Erie County Historical Society)*

## PEOPLE

*(Continued from P. 13)*

**Nancy W. Cricco** has been named Archivist of the New York University Archives. **Dr. Marilyn J Pettit** has been made acting University Archivist and is Co-director of the ?? Archives Program in the Department of History at N.Y.U.

**Rick Blondo** has changed positions at the National Archives. After 1 ½ years as an appraisal archivist in the Office of Records Administration, he has moved to the Education Branch of the Office of Public Programs where he prepares materials for classroom use and trains teachers who wish to use primary source facsimiles in the classroom.

**V. Chapman-Smith** and **David M. Weinberg** have been appointed to the positions of Commissioner of Records and Deputy Commissioner, respectively. V. Chapman-Smith is well known in the records management community, where she has served for the last five years as assistant vice president and corporate records officer of the Philadelphia Savings Fund Society, now Meritor Savings Bank. David M. Weinberg is well known among Philadelphia's professional archivists. For the past three years he has served as Curator of the Center for the Study of the History of Nursing at the School of Nursing of the University of Pennsylvania.

**Mr. Franklin C. Muse**, Assistant Archivist at the Philadelphia Jewish Archives Center recently was accepted as a member of the Academy of Certified Archivists. Mr. Muse has served as Assistant Archivist for two years.

**Harry G. Heiss**, formerly Archivist of the Jefferson National Expansion Memorial, National Park Service, in St. Louis, Missouri, has been appointed an archivist at the Library of Congress, Manuscript Division, in Washington, D.C.

*(Continued on P. 22)*

## MARAC NEWS

### MEMBERSHIP DIRECTORIES FOR 1991-1992

MARAC's membership directory is published bi-annually, and a new one is not scheduled to appear until next fiscal year. However, since the 1990 directory is quite out-of-date, the Administrator has prepared a current directory on a word-processor, and photocopies are available to any member who would like one. To order by mail, please send a check for $3.00 payable to **MARAC**, to Marsha Trimble, University of Virginia Law Library, Charlottesville, VA 22901. Copies will also be available for $2.00 at the Spring Meeting in Pittsburgh.

★★

### THE ARLINE CUSTER MEMORIAL AWARD
### CALL FOR SUBMISSIONS
### GUIDELINES FOR SUBMISSION

This award honors the memory of Arline Custer (1909-1975), MARAC member and editor of the National Union Catalog of Manuscript Collections.

The award recognizes publishing achievements by MARAC members and individuals or institution in the states comprising MARAC. The Custer Committee is particularly interested in receiving published writings that appeal not only to the archival community, but to the general public as well. The Committee will consider scholarship, relevancy, innovation, quality of writing and presentation and layout as criteria in judging submissions.

Multiple submissions by individuals or institutions are welcome. The publication must have appeared between July 1, 1991 and June 30, 1992.

Archival finding aids, including guides, will not be considered for the Arline Custer Award Committee, and should instead be sent to the MARAC Finding Aids Award Committee.

Two prizes will be awarded, each with a monetary value of $100. The 1992 winners will be announced by the Committee during the MARAC Fall meeting in Buffalo, New York.

Please send at least one copy of each submission to:

Emily J. Oakhill, Custer Committee Chair
Rockefeller Archive Center
15 Dayton Avenue
North Tarrytown, NY 10566

Submissions must be received by August 1, 1992. If you have any questions, contact Emily at (914) 631-4505.

## PEOPLE

*(Continued from P. 21)*

**Father Nelson** passed away in November, 1991. Fr. Nelson was the archivist at Canisius College. He was a member of the Religious Archivists of Western New York. Taking Fr. Nelson's place at the Canisius College Archives will be Father John Garvey.

**Charlotte B. Brown** has been appointed Assistant Head of Special Collections and University Archivist at UCLA. Charlotte Brown served for the past eight years as College Archivist and Special Collections Librarian at Franklin & Marshall College. Previously, she served as Archivist in the Archives and Manuscripts Department at the University of Maryland, and as Curatorial Associate of the Rare Books and Special Collections at the Countway Library of Harvard University.

**Timothy D. Murray** has been appointed Head of the Special Collections Department at the University of Delaware Library.

**Mary-Elise Haug** has been appointed associate librarian for the Joseph Downs Collection of Manuscripts and Printed Ephemera. She was previously at the U.S. Census Library and is a recent graduate of the masters program at the University of Maryland.

**Thomas A. Graves, Jr.** is retiring on July 1, 1992 as director of the Winterthur Museum, Garden, and Library. He will be succeeded by Dwight P. Lanmon, a 1968 graduate of the University of Delaware's Winterthur program. Lanmon has been the director of the Corning (N.Y.) Museum of Glass for the past 11 years.

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This comprehensive, how-to handbook presents nineteen articles covering such topics as archival security, appraisal, ethics, public programs, preservation, and the management of different kinds of archival material (audio-visual, machine-readable, cartographic, architectural).

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*5801 South Ellis Chicago, IL 60637*

# EMPLOYMENT

*(Continued from P. 17)*

The Maryland Historical Society seeks applicants for the position of curator of manuscripts.

**Responsibilities**: General administration of manuscripts divisions, including supervising staff, volunteers and interns; collection development; reference; outreach; processing collections.

**Qualifications**: M.A. in American history or MLS with graduate level archival training required; minimum of two years professional experience preferred; ability to work well with a diverse staff and clientele.

Send resume to: Penny Catzen
201 W. Monument Street
Balto, MD 21201

## CURRENT READING

*(Continued from P. 20)*

Desmarais, Ellen. "Conservation at the National Archives of Canada," *CBBAG Newsletter* (Canadian Bookbinders and Book Artists Guild), 10:1 (Spring 1992), 3-8.
Describes the development of preservation programs and the organization of the Conservation Branch.

Steckman, Elizabeth. "Preservation Program Thrives in New Jersey," *Conservation Administration News*, No. 48 (Jan. 1992), 1-2, 26.
Describes the State Library's Maintenance and Preservation of Library Collections grant program, which has fostered the preservation and access to archival collections at such institutions as the Institute for Jazz Studies, the University of Medicine and Dentistry of New Jersey, and Blair Academy.

Ward, Alan and Peter Copeland. "Freeze-Drying of Tapes," *Library Conservation News*, No. 34 (Jan. 1992), 4-5.
Describes experiments on the freeze-drying of magnetic tapes carrying audio material. This proved to be an effective salvage method. Identifying companies that can provide freeze drying is emphasized.

# STEERING COMMITTEE

Summary of Steering Committee Actions and Reports at the Meeting of 6 February 1992 in Baltimore, Maryland.

**Steering Committee:**

- approved the minutes of the 7 November 1991 Steering Committee meeting, with the following corrections:
  - (on p. 7, 11, c.) *Awards Committee and Officer Guidelines*. Karl appointed an ad hoc committee to review and bring into accord the eligibility criteria for awards given by the Arline Custer and Finding Aids awards committees;
  - (on p. 7.) Those present at the special meeting of the Steering Committee on the morning of 8 November 1991 in Roanoke, Virginia: G. David Anderson, Thomas Battle, Larry Baume, David Carmicheal, L. Rebecca Johnson, Jodi Koste, Janet Linde, Karl Niederer, Geraldine Phillips, Diane Shaw, Cynthia Swank, Marsha Trimble, George Tselos, Peter Wosh, and Heidi Ziemer.

**The Chairman reported:**

- that a full slate of appointments had been made to the standing committees, with the exception of one vacant position on the Publications Committee, and that Emily Oakhill had assumed the chair of the Custer Award Committee;
- that bylaw revisions introduced at the Roanoke business meeting could have been acted upon at that time because the constitutional procedure for changing bylaws does not require notice to be given to the membership prior to voting;
- receiving a response from Colorado Gov. Roy eRomer to his letter protesting the closure of the Colorado State Archives, in which the Governor stated that the archives would institute a fee schedule to cover the cost s of information retrieval.

**The Vice Chair reported:**

- on the status of plans for semi-annual meetings, as follows:
  - Spring 1991, Wilmington, DE - final report received, registration totaled 272, net profit of $5,455.92;
  - Fall 1991, Roanoke, VA - turned a profit despite low attendance, final report not yet submitted.
  - Spring 1992, Pittsburgh, 7-9 May - 20th anniversary meeting theme, "Pushing Out Along New Lines: Educating Archivists for the 21st Century," Richard Cox, program chairman, Mary Kay Johnsen, local arrangements chair;
  - Fall 1992, Buffalo, NY, 29-31 October - theme will be outreach, Hyatt Regency venue, David Carmicheal, program chairman, Heidi Ziemer, local arrangements chair;
  - Spring 1993, Long Branch, NJ, 6-8 May - theme not determined, Ocean Place Hilton Avenue, Elsalyn Pamisano-Drucker, local arrangements chair, program chair not appointed;
  - Fall 1993, Gettysburg, PA, 4-6 November - theme and venue not determined, David Hedricks, local arrangements chairman, program chair not appointed;
  - on Meetings Coordinating Committee activity, including application of long-range plan goals to committee operations, standardizing forms used for meetings and distributing them to LACs and PCs in electronic format, and the results of straw poll of caucuses at Roanoke on changing semi-annual meeting format;
  - on updating the Steering Committee Manual, including revision of duties descriptions for officers, state representatives, at-large representatives, parliamentarian, and the newsletter editor.

**Steering Committee also:**

- received a progress report from the Long-Range Planning Task Force. The task force still needs input from standing committee chairs regarding their proposed timetables for meeting the goals recommended in the draft Long-Range Plan. The Chairman requested that all committees meet to discuss this at Pittsburgh and report their conclusions to him soon afterwards;
- received the Treasurer's report for the period 1 October through 31 December 1991;
- received a preliminary report from the Finance Committee on the feasibility of establishing a separate endowment fund, and increasing the amount in this fund. The Chairman stated that he would appoint an ad hoc committee to consider this matter;
- received the report of the MARAC Administrator, including:
  - news that total membership at the close of the annual renewal period (31 January) was 982, 81 of whom are new members; stricken from the list for failure to renew were 165 names; and
  - publications sales since 1 November 1991, totaled $147.10;
- recommended that the Administrator update the membership directory on an annual basis and distribute inexpensively printed copies of the directory to all new members, the Steering Committee, and standing committee chairperson; and investigate the feasibility of also distributing copies to all members annually;

# STEERING COMMITTEE

- received the report of the MARAC Archivist, including his finding that the conference's articles of incorporation classify MARAC as a 501(c)(3) educational organization under the Internal Revenue Code, but a 1978 ruling from the Internal Revenue Service designated MARAC a 501(c)(0) business and professional association. The Chairman stated that he would investigate the reason for the discrepancy;
- received the reports of the liaisons to the National Coordinating Committee for the Promotion of History (Maxine Lurie) and the Interagency Council on Library Resources for Nursing (Elsalyn Palmisano-Drucker);
- received the report of the Education Committee, including an update on finalizing plans to provide workshops for which continuing education units can be awarded to participants starting at the Spring 1993 meeting;
- received the report from the Nominations and Elections Committee, stating that nominees for all open officer, representative, and committee positions had been made, and that candidate information and ballots would be issued soon;
- received the report of the Outreach Committee, stating that Long-Range Plan goals for the committee were under consideration, and a list of possible outreach projects was distributed to Steering Committee for comment;
- received the report of the Publications Committee, noting that supplies of technical leaflets are nearly exhausted and new ones should be printed before the spring meeting, several new technical leaflets and symposia volumes are in progress, a recommendation on continuing or suspending publication of the symposia series will be made at the Steering Committee's spring or summer meetings, and a recommendation on the issue of copyright ownership for original writings published under MARAC's auspices will be presented by the spring or summer meetings;
- received the report of the *maa* editor, noting that : Michael Miller had resigned as session abstracts editor and that no replacement has been found, 1 March is the deadline for articles to appear in the spring issue, and the editor would like to start a regular book review section, events calendar, and a feature section spotlighting different committees and major activities in MARAC;
- received the preliminary report of the ad hoc committee to review and bring into accord the eligibility criteria for awards given by the Arline Custer and Finding Aids awards committees, to be reviewed by the Steering Committee for possible action at the spring meeting in Pittsburgh;
- discussed a proposed bylaw change to establish an honorary membership category;
- passed a motion prohibiting MARAC, its officers, committees, and other representatives from serving alcohol at semi-annual meetings and other MARAC-sponsored programs, in view of the conference's inability to obtain liability insurance;
- passed a motion authorizing the 20th anniversary commemoration committee to award up to five "Distinguished Member Awards," using the written eligibility criteria and selection guidelines submitted to Steering Committee;
- announced that the Steering Committee meeting at Pittsburgh will be held on 7 May 1992 at 7:30 p.m. in the conference hotel.

# REFERENCE SHELF

### *INVENTORY TO THE WILLIAM W. FRIDAY RECORDS*

The University Archives and Records Service at The University of North Carolina at Chapel Hill announces the publication of its *Inventory To The William W. Friday Records*. These records cover the period from Friday's election as President in October 1956 until his retirement in March 1986. A small amount of material dates from 1955-1956, when Friday served as Secretary of the University and as Acting President. An index to selected folder headings is provided as an aid to the location of pertinent files within the records group.

For a copy of the inventory, please send a check, made payable to the University of North Carolina, for $7.50 (includes postage and handling) to University Archives, Wilson Library, CB#3926, The University of North Carolina at Chapel Hill, Chapel Hill, NC 27599-3926.

### ACADEMY OF CERTIFIED ARCHIVISTS EXAMINATION FACT SHEET

*Eligibility*
To sit for the examination, a candidate must have one or both of the following:

—A Master's Degree with a minimum of nine semester hours of graduate study in archives administration and a minimum of one year of qualifying professional archival experience.

—A Bachelor's Degree and three years of qualifying professional archival experience.

*Examination Sites*
The 1992 examination will be given in conjunction with the 1992 Society of American Archivists meeting in Montreal and in Washington, D.C.; Atlanta, Georgia; Chicago, Illinois; Arlington, Texas; and Salt Lake City, Utah.

*Examination Date*
The examination will be given on **Monday, September 14, 1992**, from 9 a.m. to 12 noon, at all examination sites.

*Application Deadline*
To apply to take the 1992 examination, a completed application must be mailed to the ACA Secretariat, postmarked no later than June 12, 1992. Applications postmarked after June 12, 1992, will not be processed.

*Certification Fees*
The examination application must be accompanied by a non-refundable $50.00 application fee. This fee is applied toward the $275 certification fee. Successful candidates must pay the remaining $225 within 30 days of notification of examination results.

*Additional Information*
The ACA Candidate Handbook and an application form are available from the ACA secretariat c/o Society of American Archivists, 600 S. Federal, suite 504, Chicago, IL 60605.

### Upcoming MARAC Meetings

Spring Meeting
Pittsburgh, Pennsylvania
May 7 - 9, 1992

Fall Meeting
Buffalo, New York
October 28 - 31, 1992

Spring Meeting
Long Branch, New Jersey
May 6 - 8, 1993

Fall Meeting
Gettysburg, Pennsylvania
November 4 - 6, 1993

# MID-ATLANTIC REGIONAL ARCHIVES CONFERENCE
## TREASURER'S REPORT, 1991-92 FISCAL YEAR
### October 1, 1991 to September 30, 1992

| Item | Budget FY91-92 | Quarter 1 | Cum % of Budget | 1991-92 YTD | 1990-91 Actual |
|---|---|---|---|---|---|
| **Income** | | | | | |
| Membership Dues | $9,600.00 | $8,578.00 | 89% | $8,578.00 | $9,203.61 |
| Publication Sales | 1,000.00 | 126.76 | 13% | 126.76 | 842.15 |
| Publ. Advertising | 1,500.00 | 278.00 | 18% | 276.00 | 1,244.00 |
| Bank Interest | 2,250.00 | 154.91 | 7% | 154.91 | 2,232.80 |
| Conferences | 9,000.00 | .00 | 0% | .00 | 18,131.29 |
| Mailing List Sales | 160.00 | .00 | 0% | .00 | 130.00 |
| Endowment Contrib. & Int. | .00 | 250.00 | -- | 250.00 | .00 |
| **Total Revenue** | **$23,510.00** | **$9,385.67** | **$40%** | **$9,385.67** | **$31,783.85** |
| **Expenses** | | | | | |
| Admin. & General | $3,260.00 | $384.87 | 12% | $384.87 | 2,381.75 |
| Membership | 2,650.00 | 363.30 | 14% | 363.30 | 1,924.53 |
| Committees | 2,750.00 | 35.16 | 1% | 35.16 | 2,671.56 |
| Conference Advances | 1,500.00 | 500.00 | 33% | 500.00 | 4,033.08 |
| Publications | 10,000.00 | 2,376.30 | 24% | 2,376.30 | 11,571.72 |
| Awards | 300.00 | 200.00 | 67% | 200.00 | 200.00 |
| Postage | 2,700.00 | 407.28 | 15% | 407.28 | .00 |
| Other expenses | $.00 | .00 | -- | 0.00 | 97.00 |
| **Total Expenses** | **$23,160.00** | **$4,266.91** | **$18%** | **$4,266.91** | **$22,879.64** |
| **Net Income or (Net Loss)** | | **$5,118.76** | | **$5,118.76** | |

| **Summary** | |
|---|---|
| Opening Balance | $43,573.96 |
| Income | 9,385.67 |
| Expenses | 4,266.91 |
| **Closing Balance** | **$48,692.72** |

| Fund | Opening | Credits | Debits | Closing |
|---|---|---|---|---|
| Current | $6,573.96 | $9,135.67 | $4,266.91 | $11,442.72 |
| Endowed | 6,000.00 | 250.00 | .00 | 6,250.00 |
| Reserve | 24,000.00 | .00 | .00 | 24,000.00 |
| Surplus | 7,000.00 | .00 | .00 | 7,000.00 |
| **Totals** | **$43,573.96** | **$9,385.67** | **$4,266.91** | **$48,692.72** |

| **Cash Accounts** | |
|---|---|
| Checking | $2,418.50 |
| Money Market | 10,186.67 |
| Savings Account | 5,087.55 |
| Certif. of Deposit | 31,000.00 |
| | **$48,692.72** |

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The *mid-atlantic archivist (maa)* is the quarterly newsletter of the Mid-Atlantic Archives Conference (MARAC). MARAC membership includes all interested individuals who live and work in the seven states of New York, New Jersey, Pennsylvania, Maryland, Delaware, Virginia, and West Virginia; and the District of Columbia. MARAC seeks to promote the professional welfare of its members, to effect cooperation amongst individuals concerned with the documentation of the human experience, to enhance the exchange of information between colleagues working in the immediate regional area, to improve the professional competence of archivists, curators of textual, audiovisual and related special research collections, and records managers, and to encourage professional involvement of persons actively engaged in the acquisition, preservation, bibliographic control, and use of all types of historical research materials. Individual yearly membership dues are $10.00. The dues year is from October 1 through September 30. Membership is not open to institutions, but institutions may purchase subscriptions to *maa* (at $10 per year) and membership applications should be addressed to: Marsha Trimble, University of Virginia Law Library, Charlottesville, VA 22901, telephone (804) 924-3023, Fax (804) 982-2232, Electronic Mail: MT9C@Virginia.edu. Send material for *maa* publication to: G. David Anderson, University Archivist, The Gelman Library, George Washington University, Washington, DC 20052, telephone (202) 994-7549, FAX (202) 994-1340, Electronic Mail: CC1821A@GWUVM. Deadlines are the first of March, June, September and December.

Advertising rate cards and mechanical requirements for ad copy may be obtained from: Bruce Abrams, Office of the New York County Clerk, 60 Centre Street, Room 161, New York, NY, 10007, telephone (212) 374-4376.

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